

Trustees of the Manchester City Library  
Minutes – August 7, 2007  
Approved September 17, 2007

**In attendance:** Trustee Chair Karen Sheehan-Lord, Trustees Kevin Devine, Joseph Sullivan, Joannie Barrett, Jeff Hickok and Library Director Denise van Zanten. Also in attendance was Jack Shea.

**Excused:** Trustee Madeleine Roy

Meeting was called to order at 5:40pm.

**Minutes:** approval of the June 18<sup>th</sup> minutes. Motion made to accept Minutes by Trustee Sullivan seconded by Trustee Barrett, all in favor.

Foundation Chair Monique Brown could not attend this evening's meeting but she thanked the Trustees for the flowers and their condolences for the loss of her mother.

**Director's Report:**

Staff – Jason Rothwell has been hired for the Clerk I position. 3 qualified applicants for Head of Automation have interviews on August 9<sup>th</sup> and 10<sup>th</sup>. All applicants are from New Hampshire.

Trustees made a motion to authorize Director van Zanten to post the vacant Librarian II position and to assign it to another library division, to fill any vacated Librarian I positions that may occur from an internal promotion and to fill vacant page position. Motion made by Trustee Hickok, seconded by Trustee Devine, all in favor.

Union negotiations are moving forward slowly. Next meeting is August 21, 2007.

Stips check has not arrived yet.

Trustees reviewed the percentages for the Trust Fund Budget. Everything looks great.

115 West Street property was discussed and the Board of Mayor and Alderman will look into purchasing the property. Proposal is to construct a parking lot for the Library and the Senior Center.

One Card – Endless Possibilities kick-off will begin on September 1<sup>st</sup>. On September 8<sup>th</sup> Wildlife Encounters will present "Rainforest Encounters". The Friends of the Library will also have their book sale on that date. Many local businesses have joined to participate in the program. Press release will go out this week.

WIFI is working but Gary Corbett would like Bob from Information Systems to have a walk through to make sure everything is ok. Press release will afterwards.

West construction is going well. Looks very nice.

Summer Reading program ends on August 9<sup>th</sup>.

**Finance Committee Report:** Charlie Mathews and Bill Sirak will attend September Meeting to discuss Investment Policy and Gift Policy.

**Foundation:** No meeting last month. Last meeting was to follow-up to the author event. Painting was donated by Janis Reams —Author for next year was discussed. Chris Windler will try to get John Irving. Director van Zanten already wrote to Dan Shaugnessy. Foundation will be working on getting more corporate sponsorship. Chris Windler is working on the Planned Giving brochure.

**Old Business:** Harry Potter program went very well. 45 people came through the doors between midnight and 2:30am.

Trustees will meet at the main branch in September.

**New Business:**

Motion was made to close the library on December 24<sup>th</sup> and January 30<sup>th</sup> at 5pm. Motion made by Trustee Barrett, seconded by Trustee Hickok, all in favor.

Trustee Joe Sullivan announced Learn to Read will be having a gala affair at the Main Library on Thursday September 13<sup>th</sup> at 7 pm. They will be premiering the Public Service Announcement that was filmed on the library steps by WMUR. LTR will also be having a Poker Tournament on the west side to raise funds in the near future.

Adjourned 6:40 pm to go to City Hall for Joint meeting with BMA.